

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, October 19, 2021

Board Members Present: B. Clancy, J. Wieland, T. Hansen, K. Lukens, L. Franke, J. Jansch (virtually), S. King (by phone)

Excused: C. Erickson

Others Present: K. Pahlow, A. Schmidt (virtually), S. Johnson, C. Maricque, N. Kohls, C. Ratliff, C. Jensky

1. Action Item: Call to Order
B. Clancy called the meeting to order at 3:34 PM.
2. Open Forum – No public comments
3. Action Item: Approval of the September 21, 2021 Minutes
Motion made by J. Wieland, seconded by L. Franke, that the minutes of the September 21, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by T. Hansen, seconded by L. Franke, that the agenda for the October 19, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
K. Pahlow reviewed the donations for the month. Among them were teaching materials for staff and items for the High Five store.
Motion made by J. Wieland, seconded by T. Hansen, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Disbursements for September 1, 2021 thru September 30, 2021 were presented. Expenses were normal for this time of the school year.
Motion made by J. Wieland, seconded by L. Franke, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
The financial report ending August 31, 2021 was reviewed. Revenues and expenses for the school year employees are typically minimal during the summer months. Expenses will increase at the start of the school year.
Motion made by S. King, seconded by T. Hansen, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Audited Financial Statement for the Year Ended June 30, 2021
The 2020-2021 audit report conducted by CliftonLarsonAllen LLP was presented. This was issued as a "clean" audit report. No deficiencies in internal control over financial reporting or compliance reporting. There is an increase in the General Fund and Fund Balance due to a Medicaid cost settlement and higher categorical aide revenue. Savings were reflected in transportation due to the phased in start for in person due to COVID. Additional savings were also recognized in personnel due to vacancies and leaves.
MOTION made by T. Hansen, seconded by K. Lukens, that the Board receive and place on file the 2021 Audited Financial Statements. MOTION CARRIED UNANIMOUSLY.
9. Action Item: Resignation(s)
K. Pahlow reported that P. Zabel has been with us for 10 years and will be greatly missed.
Motion made by J. Wieland, seconded by L. Franke, that the resignation of Pam

October 19, 2021

Zabel, Instructional Aide, be approved. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Hire(s)

S. Johnson presented Jennifer Joyce to the Board. She is from Denmark and has been hired for the Denmark EC teacher position until the end of the school year.

Motion made by J. Wieland, seconded by T. Hansen, that the Board approve the hiring of Elizabeth Becker, Instructional Aides and Jennifer Joyce, Limited Term EC Teacher. MOTION CARRIED UNANIMOUSLY.

11. Action Item: Lunch Fees

Adult lunch fees have to be at least the amount received for Federal lunch reimbursements, USDA Food value and State Reimbursements. Because we are receiving the higher Summer Food Service Program reimbursement rate in the 2021-2022 school year, we need to increase adult meal price. The increased adult lunch price would be \$4.65.

Motion made by J. Wieland, seconded by K. Lukens, that the adult meal be increased from \$4.20 to \$4.65 for the 2021-2022 school year. MOTION CARRIED UNANIMOUSLY.

12. Discussion Item: Update on Syble Hopp Capital Campaign

K. Pahlow and S. King presented updates:

- Project is on schedule to start in spring but may not be completed until December (rather than the original October timeline). We will accommodate as needed.
- There is a cost increase of approximately 10% due to materials.
- Some changes to the front canopy needed to be made as the City would not allow the exceptions we requested.
- Several large grants that were submitted are still pending a decision.

13. Action Item: COVID Update

K. Pahlow reported on COVID data in the school

- Since September 1, 2021, 13 staff and 15 students have tested positive.
- 22 staff and 145 students have been quarantined due to close contacts.
- One classroom currently is all remote due to quarantine.
- Nursing staff continue to do an amazing job and are conducting COVID testing at school. Challenge: Three-day turnaround time for results rather than the 24-48 hours they indicated would happen.
- In-person and remote learners together in a classroom continues to be a challenge for our staff.
- Staff have done an amazing job rearranging their schedules to accommodate staff shortages throughout the building.

14. Discussion Item: Administration Reports

S. Johnson –

The leadership team met with the Directors of our seven districts on October 1st. We had good discussion regarding the current status of enrollment, services, etc. As a group, we agreed to find additional ways to collaborate around vocational preparation and literacy instruction.

Some of our Early Childhood programs are having an increased staffing need and our Early Childhood staff has been very flexible and shown incredible teamwork shifting around to better support students.

A.Schmidt –

October 19, 2021

Commended our fabulous staff on working together as a team and being so flexible. Spirit Week is this week with a virtual Homecoming dance on Friday. Even during COVID we must comply with state regulations and perform classroom fire and tornado drills so will continue to perform these per State Statute.

K Pahlow attended training for our Safety and Security audit that is due this year. A building safety and security assessment will need to take place in collaboration with the police department. The Board will need to approve our overall safety plan and we will need to share the results of our intruder drill with them as well.

C. Maricque –

The Dectron unit needs to be replaced. This is the dehumidifying system in the pool area. The pool is currently closed for student use so far this school year due to COVID, but is being used by the Park and Recreation Department. Ventilation management, keeping the pool cover on and controlling the water temperature has been helping to keep the humidity down. We will be contacting vendors for recommendations and bids.

15. Discussion Item: Parent Organization Report

T. Hansen reported that the PO has had a busy month. The virtual Fall Scholastic Bookfair just finished. The staff appreciation luncheon is being catered tomorrow. The Winter Blast is planning on being in-person on February 11th. All proceeds from this year's fundraising is designated to the Capital Campaign.

16. Action Item: Adjournment

Motion made by J. Wieland, seconded by T. Hansen, that the October 19, 2021 Brown County Children with Disabilities Education Board meeting be adjourned at 4:40 PM. MOTION CARRIED UNANIMOUSLY.